

Topsfield Conservation Commission
Meeting of Wednesday, November 28, 2012
Topsfield Library Meeting Room

Present: Commissioners Mark Erickson (Chair), Jennie Merrill (Vice-Chair), Holger Luther, and Cheryl Jolley; Administrator Lana Spillman; Minutes Secretary Debbie Rogers; Selectman Liaison Dick Gandt.

Absent: Jim MacDougall, Jim Carroll and Rick Muka

The meeting was called to order at 7:04 PM with a quorum present.

MEETING MINUTES:

Luther made a motion to accept the minutes from November 14, 2012 as amended. Merrill seconded and the motion passed unanimously

REQUESTS:

CoC #307-0541: 38 Summer Street, (Map 41, Lot 052), HMR Development, LLC/The Neve-Morin Group, Inc.

Spillman visited the site and found the property to be in compliance. Both replacement trees are planted and Spillman recommend a vote to issue a Certificate of Compliance.

Luther made a motion to issue a CoC for #307-0541, 38 Summer Street with continuing conditions. Merrill seconded the motion and it passed unanimously.

Amended Enforcement Order 9/15/08, 270 Boston Street, (Map 41, Lot 087) – Review of the most recent request from Albrights

Spillman spoke with Mike DeRosa about the Albrights' recent request and the need for a request to amend the Enforcement Order. DeRosa is aware of the situation and how to address the requirements of a request to amend the Enforcement Order. The Albrights have installed conservation posts and submitted a photograph of one. The post locations need to be verified and other requirements, including, but not necessarily limited to, submission of an as-built plan, will need to be met in order for the Albrights to be released from an Amended Enforcement Order. Spillman contacted the Albrights with an outline of what is needed to amend the Enforcement Order and suggested they speak with DeRosa. As a result, TCC received a modified request from the Albrights to amend the Enforcement Order.

OTHER:

AOoC 2006-01: 72 Hill Street, (Map 69 Lot 16) – Status Update

The TCC is waiting for a plan and request to be submitted.

OoC #307-0583: Off Coppermine Road/Ferncroft Country Club Pond Restoration, (Map 80, Lots 1 & 3) – Update

Spillman and Commissioners visited the site in September. It may be too late in the season to plant the upland plants required in the OoC. Reportedly, they have started the process of creating a vegetated swale for stormwater runoff that had deposited sediment in the intermittent stream at the top of the hill. Spillman will ask for an update.

DoA 2011-05: High Street/South Route 1 Slope Stabilization, MA DoT – Update and Discussion

Spillman received a call today from Andrea Norton of MA DoT, who said the work is 50 percent completed. MA DoT expects to have the Highway Maintenance Section project finished in two weeks. This includes loam and placement of erosion control matting. Norton has asked others at MA DoT to contact Spillman with more details about the project. The TCC would like an as-built plan upon completion of the engineering survey at the completion of the project.

Approval of Conservation Commission 2013 Meeting/Deadline Dates

Meeting and deadline dates for 2013 were discussed. The TCC will schedule one meeting for each month of July and August. There is one meeting scheduled in December. TCC discussed that only the first half of the year's meetings would be approved at this time. Jolley made a motion for the TCC to approve the list of filing and meeting dates from January 2013 through June 26, 2013 as it appears on the proposed schedule. Luther seconded the motion to approve the schedule and it passed unanimously.

Proposed TCC Budget for FY2014

The FY 2014 Budget is due to the Selectmen's office by December 5th. Luther explained how there will be no funds available in the Wetlands Fund by the end of this fiscal year. Wetlands applications fees sustain this fund. That amount in FY 2014 will need to be funded from the General Fund. Luther will go before the Finance Committee to request funding for the difference from the loss of the Wetlands Fund. An intern can be funded under the Bylaw Revolving Fund and will be considered for the summer.

Luther made a motion to approve the 10.3 percent transfer of funds, and approve the proposed FY 2014 budget with inclusion of the exception of the step increase that would be added. Jolley seconded and the motion passed unanimously.

Revisions to Topsfield Wetlands Bylaw Regulations – Discussion

There was discussion on the Topsfield General Wetlands Bylaw Regulations. Luther is continuing to work on revisions.

ADMINISTRATOR'S REPORT:

288 & 290 Boston Street

This property is located across from New Meadows Golf Course. They are filing a RDA for a well to be located within the Buffer Zone. Everything else, including the two new homes and the septic systems will be located outside the Buffer Zone.

Project Updates:

- The property located at the intersection of Route One and Topsfield Road, 362 Boston Street, has been purchased with plans to improve the property.
- The pool removal work at 14 Honor Place is nearly completed.
- The 20 Central Street garage/addition work is still in progress.
- 120 High Street subdivision project is ongoing.
- 35 South Main Street is near completion of their renovated barn project.

- The Fox Run Road Extension has Planning Board approval for another lot. Spillman recommended they file a NoI because of Wetlands on the adjacent property.
- The TCC office window will be covered with a plastic barrier to insulate and help keep the draft out.

ADJOURNMENT:

A motion was made by Luther at 8:04 PM to adjourn the meeting. It was seconded by Merrill and passed unanimously.

Respectfully submitted,

Debbie Rogers
Minutes Secretary

Accepted at the TCC meeting on December 12, 2012

Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Commission constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Commission as to the completeness or accuracy of such statements.